

INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS

May 5, 2011

MINUTES

I. CALL TO ORDER AND ESTABLISHMENT OF QUOROM

Ms. Shelley Rauch called the meeting to order at 10:15 a.m. and a quorum was established in Room W064 in the Indiana Government Center South, 402 W. Washington Street, Indianapolis, IN 46204.

Board Members Present:

Shelley Rauch, HFA, President
Arlene Franklin, Member
Christine Shuey, HFA, Member
Dr. William Province, II, Member
Karen Smith Filler, Member
Gina Berkshire, Member
Colleen Matthews, HFA, Member
Kathy Frank, Member (arrived at 10:18 a.m.)

Board Members Absent:

Kelly Borrer, HFA, Member
Jennifer Gappa, HFA, Member
Nan Girton, Consumer Member

State Officials Present:

Tasha Coleman, Board Director, Indiana Professional Licensing Agency
Andre Phillips, Assistant Board Director, Indiana Professional Licensing Agency
Gordon White, Board Advisory Council, Office of the Attorney General

II. ADOPTION OF THE AGENDA

A motion was made and seconded to adopt the agenda, as amended.

Matthews/Province
7/0/0 Motion carried

III. ADOPTION OF THE MINUTES FROM THE MARCH 3, 2011 MEETING OF THE BOARD

A motion was made and seconded to adopt the minutes from the March 3, 2011 meeting, as amended.

Province/Shuey
7/0/0 Motion carried

IV. PERSONAL APPEARANCE

- A. **Jack Paul Chimutu**
Re: NAB exam – 4th attempt

Jack Chimutu did personally appear before the Board to answer questions regarding the requirement to take another AIT prior to being approved for the fourth attempt. A motion was made and seconded to require Mr. Chimutu to complete the specialized course through either HOPE or Martin University prior to being approved to sit for the NAB examination again.

Shuey/Matthews
8/0/0 Motion carried

V. ADMINISTRATIVE HEARINGS

- A. **In the matter of the license of Janet L. Saaf, HFA, License Number 14004556A**
(Continued)
Cause No.: 2011 HFA 0001
Re: Complaint

A motion was made and seconded to reschedule this matter for June 2011.

Province/Matthews
8/0/0 Motion carried

- B. **In the matter of the license of Karyn J. Price, HFA License Number 14001607A**
Cause No.: 2000 HFA 0073
Re: Notice of Proposed Default

Parties and Counsel Present:
Michael Minglin, DAG

Witnesses:
None

Participating Board Members:
Shelley Rauch, HFA
Arlene Franklin
Christine Shuey, HFA
Dr. William Province, II
Karen Smith Filler
Gina Berkshire

Colleen Matthews, HFA
Kathy Frank

Court Reporter:
Susan Hessman

Case Summary: On July 19, 2001 the Board ordered the Respondent's license to be placed on probation following an administrative complaint on October 27, 2000. The order for probation required the Respondent to keep the Board notified of employment as an HFA or in a health facility. Should the Respondent not be employed in the health facility field, she must also report to the Board that fact.

Resolution: Due to the respondent's failure to appear a motion was made and seconded to find Karyn Price in default.

Matthews/Province
8/0/0 Motion carried

Due to the evidence presented a motion was made and seconded to revoke the license of Karyn Price.

Matthews/Shuey
8/0/0 Motion carried

- C. **In the matter of the license of Lawrence A. James, HFA License Number 14003760A**
Cause No.: 2010 HFA 0001
Re: Notice of Proposed Default

Parties and Counsel Present:
Michael Minglin, DAG

Witnesses:
None

Participating Board Members:
Shelley Rauch, HFA
Arlene Franklin
Christine Shuey, HFA
Dr. William Province, II
Karen Smith Filler
Gina Berkshire
Colleen Matthews, HFA
Kathy Frank

Court Reporter:
Susan Hessman

Case Summary: On May 6, 2010 the Board received a Petition to Summarily Suspend the respondent's license based on his conviction of child solicitation. On May 13, 2010 a motion was made and seconded to suspension the license of Lawrence James for 90 days. On May 2, 2011 the Board issued a Notice of Proposed Default.

Resolution: This matter has been rescheduled until June 2011.

- D. In the matter of the license of Lisa A. Redfern, HFA License Number 14003841A**
Cause No.: 2011 HFA 0001
Re: Petition of review of Notice of Non-Compliance/CE Audit

Parties and Counsel Present:

Lisa Redfern, HFA

Witnesses:

Lisa Redfern, HFA

Participating Board Members:

Shelley Rauch, HFA

Arlene Franklin

Christine Shuey, HFA

Dr. William Province, II

Karen Smith Filler

Gina Berkshire

Colleen Matthews, HFA

Kathy Frank

Court Reporter:

Susan Hessman

Case Summary: The Respondent's license was randomly selected by the Board for the 2010 CE Audit. On March 30, 2011 the Board issued a Notice of Non compliance due to the Respondent's failure to submit proof of having completed an entire 40 hours of acceptable CE hours. The Notice of Non Compliance requested that the Respondent submit an additional 6 hours and pay a civil penalty of \$600.00. The Respondent requested a Petition for review on April 16, 2011.

Resolution: A motion was made and seconded to table the hearing until June 2011 and have required the Respondent to find out if it is accredited.

Matthews/Frank

8/0/0 Motion carried

VI. APPLICATION REVIEW

A. Christy Linn

Re: 30% waiver

A motion was made and seconded to reduce the hours of Christy Linn by 120 hours and requiring her to complete a total of 740 hours of the AIT program.

Smith Filler/Province
8/0/0 Motion carried

B. Terona Long

Re: 30% waiver

A motion was made and seconded to reduce the hours of Terona Long by 84 hours and requiring her to complete a total of 776 hours of the AIT program.

Smith Filler/Province
8/0/0 Motion carried

A motion was made and seconded to require additional hours in nursing.

Franklin/Matthews
8/0/0 Motion carried

C. Chandra Straddling

Re: request for 2 AIT's

A motion was made and seconded to approve Chandra Straddling to be the preceptor for two AIT's simultaneously.

Matthews/Frank
8/0/0 Motion carried

D. Kamala Thomason

Re: 30% waiver

A motion was made and seconded to reduce the hours of Kamala Thomason by 215 hours and require her to complete a total of 645 hours of the AIT program. The reduction in hours may be taken in nursing.

Matthews/Shuey
8/0/0 Motion carried

E. Nancy Morgan
Re: 30% waiver

A motion was made and seconded to reduce the hours of Nancy Morgan's AIT program by 30%. The reduction in hours may be taken as requested.

Matthews/Shuey
8/0/0 Motion

F. Kimberly Smith
Re: 30% waiver

A motion was made and seconded to reduce the hours of Kimberly Smith's AIT program by 30%. The reduction in hours may be taken as requested.

Matthews/Franklin
8/0/0 Motion carried

VII. DISCUSSION

A. Elections

A motion was made and seconded to re-nominate Shelley Rauch as Chair and Kelly Borrer as Vice Chair.

Province/Shuey
8/0/0 Motion carried

B. CE Audit report

Tasha Coleman gave the Board an update on the CE Audit process. Of the 10% of active licensees audited, 5% were found to be in non-compliance.

X. ADJOURNMENT

There being no further business, and having completed its duties, the meeting of the Indiana State Board of Health Facility Administrators adjourned at 12:46 pm.


Shelley Rauch, Chair